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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Personnel Security Division

DATE: 21 May 1957

FROM : Deputy Chief, Personnel Security Division

SUBJECT: Polygraph Interviews

1. At his staff meeting on 16 May 1957, the Director of Security asked that we discuss further with Personnel and work out with them the details necessary on two programs which he had discussed with Mr. [REDACTED], Office of Personnel. These programs involved the following: 25X1A9a

- a. The deferring of polygraph interviews on 17, 18, and 19 year old young girls on whom full clearances have been issued but who cannot be assigned because of delay in conducting the polygraph interview, and
- b. The matter of pre-employment polygraph interviews of applicants for professional positions who have other jobs and family responsibilities.

25X1A9a

2. Both of these matters were discussed with Mr. [REDACTED] by Mr. [REDACTED] and me on 20 May 1957. 25X1A9a

3. Arrangements were made with [REDACTED] to clear up our processing in PSD and [REDACTED] to prevent a person's being held in the pool unduly because of the timing of a polygraph examination. We will work with the Office of Personnel to conduct polygraph interviews of persons who are on duty in the pool in order that the interview will have been conducted prior to the time of the full clearance. When there is a large flow of incoming persons under full clearances, which prevents early polygraph interviews prior to assignment, we will review the files of the persons and defer the polygraph examination. This will permit the Office of Personnel to assign the young lady. A list of such cases will be furnished to the Chief, [REDACTED] who will call these persons in for interviews as time permits. 25X1A 25X1A9a

4. As a matter of interest, Mr. [REDACTED] informed us that one of the reasons for the current emphasis on getting people out of the pool as quickly as possible is the Bureau of the Budget interest in the expenses which a non-productive shop such as the IAS incurs. 25X1A9a

5. The matter of pre-employment medical and security interviews of the professionals is an extension of or rather is similar to the program designed

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for Office of Communications candidates with the exception that these people will not be invited in for this processing until after Personnel receives a full clearance. Personnel in these cases will handle them as special individual cases. On receipt of the full clearance notice, the Placement Officer will be notified. The Placement Officer will first determine that current interest exists in the individual and, if so, will then cut invitational orders. The individual will be informed that he or she is being invited to Washington for further processing and within a week of his or her interview, final notice of acceptability or unacceptability will be given.

6. The particular cases with which Personnel has been concerned are those where individuals have given up professional jobs and have moved their families to Washington. Personnel does not plan, however, to limit this pre-employment interview program to that type case. There may be single young professionals whose cases should be so handled.

7. No further action seems to be necessary by us. The Director of Security, however, has indicated he may wish to advise the DD/S of this latter program.

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WAO:jem

cc: Chief/IND  
Chief/CB

25X1A9a

*WAO: 51*  
*discussed in touch with*  
*this & will be in touch with*  
*us again soon.*

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MEMORANDUM FOR: The General Counsel

FROM : Director of Security

SUBJECT: Polygraph Tests

1. The proposed draft of a polygraph agreement submitted by you has been reviewed. It is our feeling that a short agreement would be less likely to raise questions in the minds of a prospective polygraph examinee and it would make it easier to obtain a signature on the agreement if the examiner explained to the examinee the reasons for the use of the polygraph instrument as a protective device for the examinee and the Agency. In this connection, I feel that we should eliminate that part of your agreement which has to do with the Fifth Amendment, except for a statement that the examinee has been informed of his rights under the Constitution, but do feel that our agreement should be changed to read substantially that the employee does, of his own free will and without any compulsion, duress or promise of reward or immunity, agree to an interview with officials of the CIA. I feel that the inclusion of an understanding with the employee that any information developed by such interview will not be released by the Agency outside the government, except as may be required by due process of law, should not be included in the agreement. The inclusion of such a statement would tend to cause the employee to argue about the testing and may even cause a number of employees to refuse to take the test. It is suggested that this is covered adequately by the words "without reward or immunity".

2. Attached are drafts of agreements which I feel would serve our purpose and still meet legal requirements. Note that one is for employees and the other for applicants.

SHEFFIELD

Sheffield Edwards  
Director of Security

OS/PSD/WNE:vlz

24 April 1957

Attachments:

2 - Agreements

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